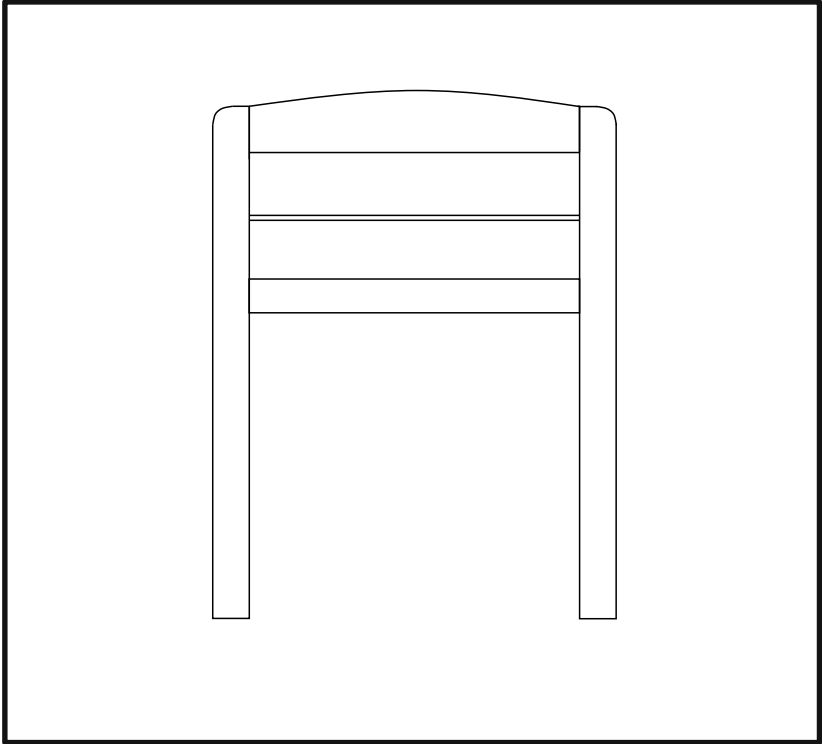


Little Folks  
- FURNITURE -



Mid Sleeper Bed

Code: MSP001

PLEASE READ CAREFULLY & KEEP FOR FUTURE REFERENCE

Thank you for buying a **Little Folks** piece of furniture

Treated properly it should be a faithful servant for years - and we hope you get the same amount of pleasure from it. Before you do

- please take a few minutes to read these instructions
- we suggest you carefully unpack everything, lay it out on a clean, flat floor and identify everything on the parts list in these instructions. Do not throw away any packaging until you are sure you have all the parts.

If you have any problems assembling the product please call our customer services on 01985 300588 and we will try and help. If for any reason you wish to return the product, you must disassemble the product and pack in the original packaging.

## Taking care of your product

Your furniture should require no more than a regular dust off with a soft cloth. If the furniture is not painted then a superior wood polish can be used - but never use polishes containing silicone.

If necessary it can be cleaned with a damp cloth with a mild detergent solution - and then dried with a lint-free cloth. Never clean with abrasives or chemical cleaners.

Direct sunlight or heat from a radiator can stain, discolour warp or crack furniture.

We know furniture can be heavy but try not to drag furniture across the floor as this can damage it.

## PRODUCT SAFETY

This product is designed to conform to BSEN747:1 2012

The MAXIMUM thickness of the UPPER BUNK mattress is 14cm.

The recommended size of the mattress is 191cm x 90cm (6'3" x 3'0")

Periodically check that all assembly fixings are tightened properly, care should be taken to ensure that no fittings are loose.

The furniture must be set up on an even and stable surface.

Keep away from direct sources of heat, such as electric, gas or coal fires.

Do not allow children to climb on the furniture. Using this furniture other than for its intended purpose could cause damage to the structure or serious injury to your child.

The Bunk should not be used if any structural part is broken or missing.

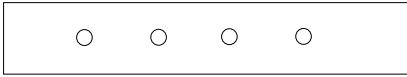
The upper Bunk is not suitable for children under six years old due to the risk of falls.

Do not attach items such as ropes, strings, cords, harnesses or belts etc to avoid the risk of strangulation.

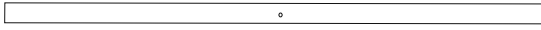
WARNING: Children can become trapped between the bed and the wall. To avoid the risk of serious injury the distance between the top safety barrier and the wall must not exceed 75mm or be more than 230mm.

If you have any problems please do contact us for help on e mail [customerservices@littlefolksfurniture.co.uk](mailto:customerservices@littlefolksfurniture.co.uk) or phone our **CUSTOMER SERVICES 01985 300588**

# Parts



front



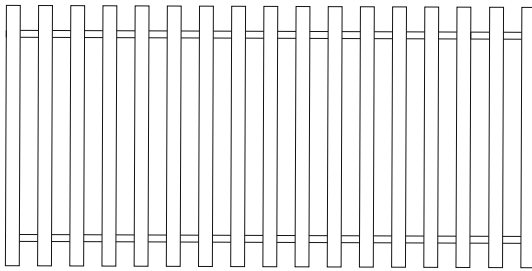
2 x rear rails



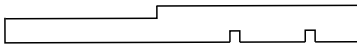
1 x rear mattress rail



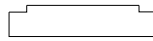
1 x front mattress rail



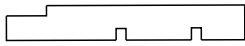
1x Mattress Base



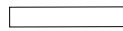
long ladder



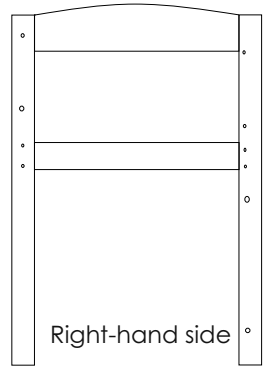
2 x tread



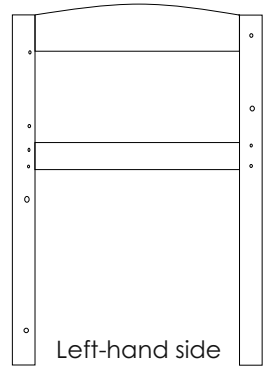
short ladder



piece



Right-hand side

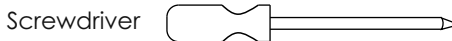


Left-hand side

# Fittings



# Tools Req



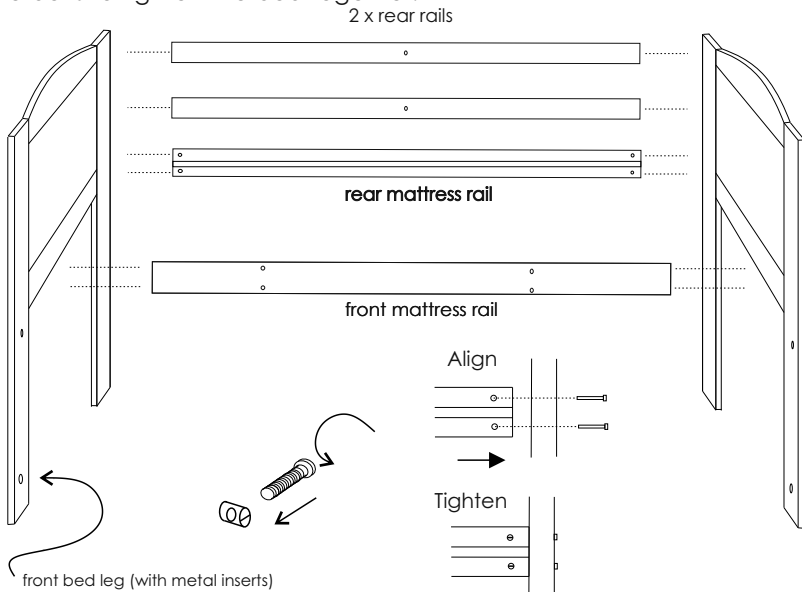
## Making the bed frame. (Two People)

12 x Bolts 6.5cm, 12 x Barrel Nuts, an Allen key and a screwdriver.

Push one barrel nut into each mattress rail hole, aligning the slot head to the end hole.

Slide each bolt through the bed end holes and into the holes in the end of each rail.

Twist the bolts to tighten the bed together.



## Making the ladder

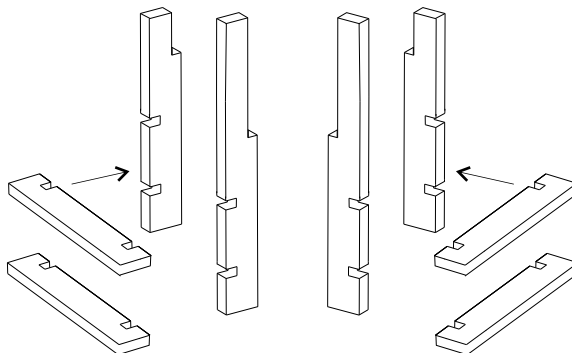
At this point you need to decide which side the ladder is fitted (left or right)

4 x Bolts 8cm and an Allen key

Firmly push together the ladder treads into the ladder strings, notch to notch.

Insert 4 x bolts into the holes positioned at the rear of each ladder string, 2 each side.

Twist the bolts to tighten the ladder together. (Some light movement can help with engagement)



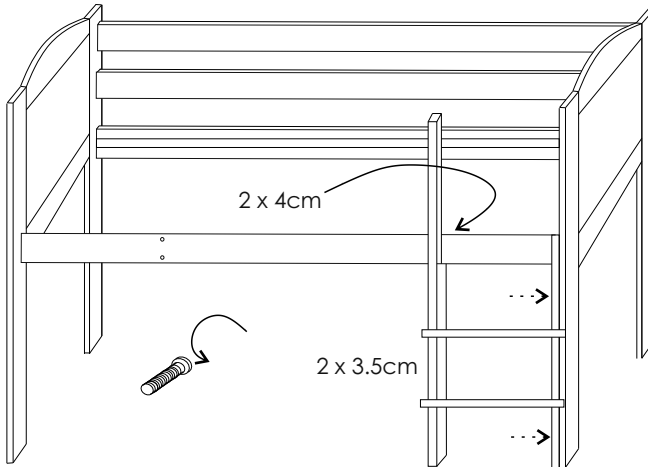
### Fit the Ladder (Right-hand entrance illustrated)

2 x Bolts 3.5cm, 2 Bolts 4cm an Allen key

Connect the short ladder to the bed leg using the 2 x 3.5cm bolts.

Now connect the long ladder to the mattress rail using 2 x 4cm bolts, inserting from the inside of the bed frame.

Twist the bolts to tighten the ladder to the bed.

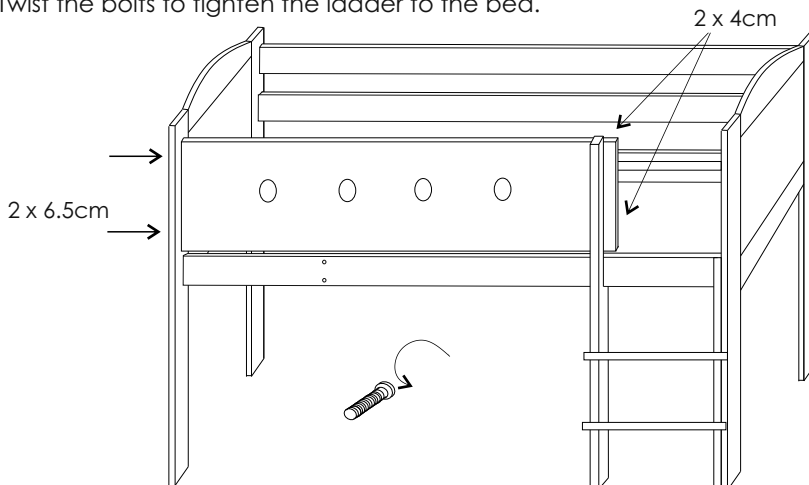


### Fit the front safety panel

2 x Bolts 6.5cm, 2 x barrel nuts and 2 Bolts 4cm an Allen key and screwdriver.

Insert 2 x 6.5cm bolts into the bed leg opposite to the ladder, insert 2 x barrel nuts into the safety panel (holes on inside face). Now slide on the safety panel and connect the panel to the long ladder leg using the 4cm bolts and the 6.5cm bolts for the leg.

Twist the bolts to tighten the ladder to the bed.

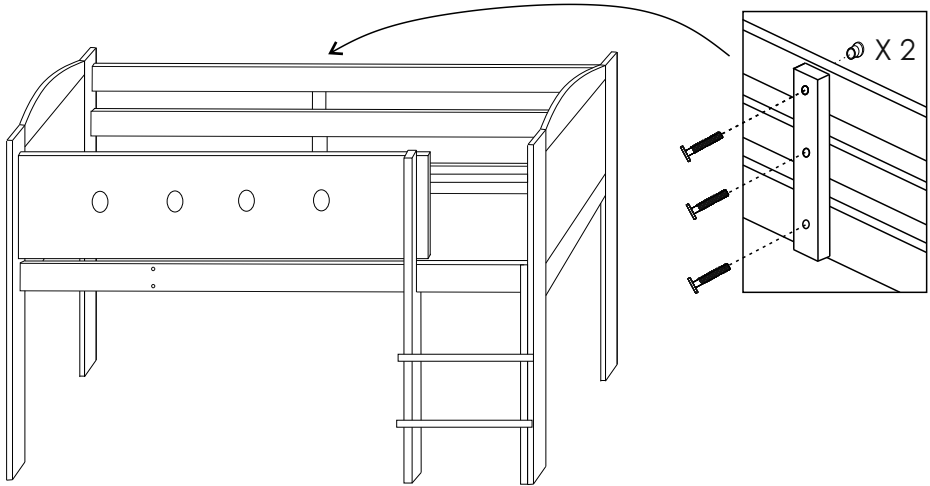


## Fit the piece

3 x Bolts 4cm, 2 x Sleeve nuts and 2 Allen keys

Orientate the piece so that the holes line up with the rear rails. Now fit the 2 x sleeve nuts into the top two rear rails. Use the 3 x 4 cm bolts to fix the piece from the outside of the bed and into the 2 x sleeve nuts and lower mattress rail (metal fixing already located in the rail).

Tighten with the 2 Allen keys to lock that parts.

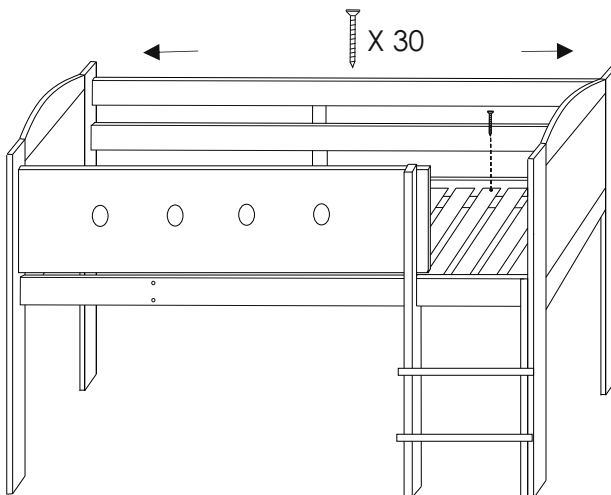


## Fix the base

30 x Wood screws and a screwdriver

Lift the slatted base onto the bed, slide out and screw down.

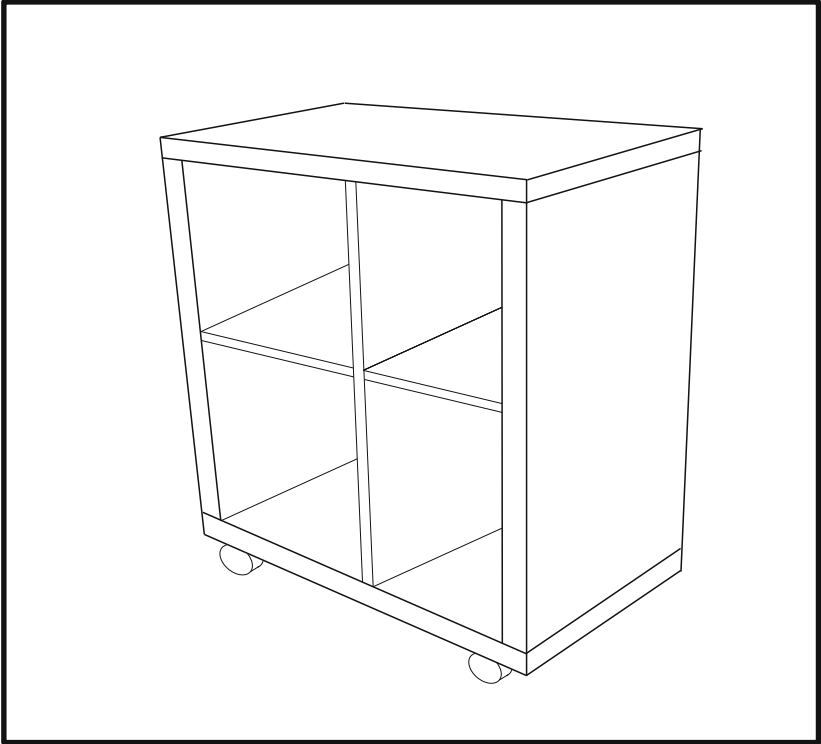
Note: Both end slats should be tight up to each bed end.



Now place the bed into position and place your furniture beneath the bed.

# Little Folks

- FURNITURE -



## Storage Bookcase

Code: STO003

PLEASE READ CAREFULLY & KEEP FOR FUTURE REFERENCE

Thank you for buying a **Little Folks** piece of furniture

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If necessary it can be cleaned with a damp cloth with a mild detergent solution - and then dried with a lint-free cloth. Never clean with abrasives or chemical cleaners.

Direct sunlight or heat from a radiator can stain, discolour, warp or crack furniture.

We know furniture can be heavy but try not to drag furniture across the floor as this can damage it.

## PRODUCT SAFETY

Periodically check all fittings to ensure that none have come loose.

Keep away from direct sources of heat, such as electric, gas or wood fires.

Do not allow children to climb on the furniture. Larger items of furniture should be properly (and professionally) secured to the wall to prevent them toppling over. Little Folks Furniture do not supply wall fixings due to the wide ranging differences of wall construction.

Warning: This work should only be carried out by a competent person or a professional.

Using furniture other than for its intended purpose could cause damage to the structure or serious injury to your child.

The furniture should not be used if any structural part is broken or missing.

Do not place heavy or unsuitable sized items on the furniture due to risk of falling and injury.

Take care when using storage boxes or totes within the shelf spaces as part extension could cause instability to the main unit as well as increasing the risk of the boxes falling.

Place heavier items on the lower shelves.

Lock castor wheels when positioned and un-lock the castor wheels to move.

Do not roll across un-even flooring due to risk of damage and tipping.

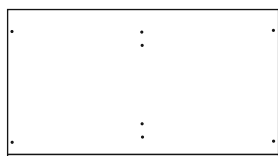
Remove all items from the upper surface when re-positioning as to eliminate the possibility of falling hazards.

If used under an upper bed, align the furniture under the bed as not to generate projections which might be used as a foot-hold or ledge.

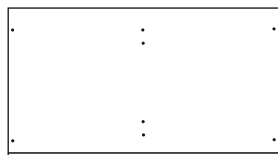
If you have any problems please do contact us for help on email [customerservices@littlefolksfurniture.co.uk](mailto:customerservices@littlefolksfurniture.co.uk) or phone our **CUSTOMER SERVICES 01985 300588**



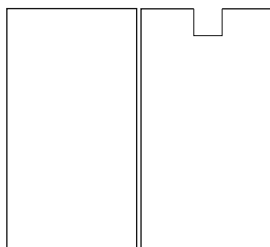
## Parts list



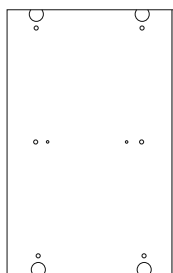
Base



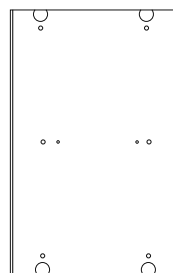
Top



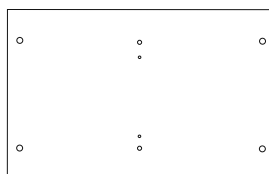
1 x Folding back



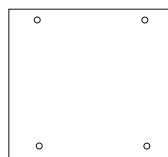
Universal Side



Universal Side



1 x Middle panel



2 x Shelves

## Fittings

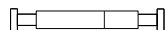
2 x Long Dowels



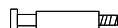
8 x Dowels



2 x Long cam Pins



8 x Cam Pins



12 x Large Cams



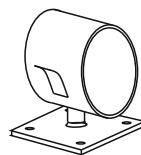
8 x Special screws



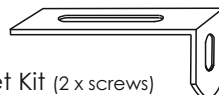
16 x Pan head screws



20 x Pins



4 x Castor parts

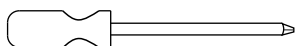


1 x Wall Bracket Kit (2 x screws)

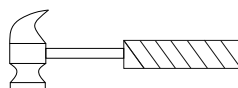
8 x press in fittings



## Tools Req



Cross head type Screwdriver



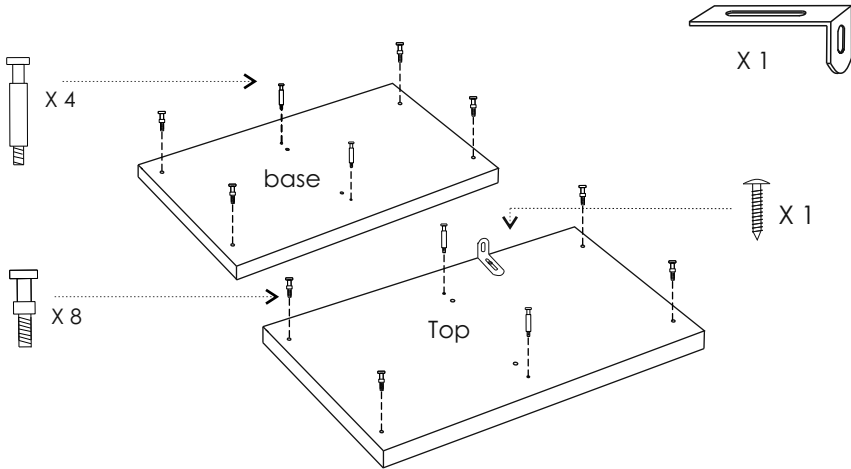
Small Hammer

## Fit top and base.

4x Cam Pins, 8 x special screws, 1 wall connector and 1 x bracket screw +  
Screwdriver

Fit the Cam Pins into the small holes at the centre of the panels. Now screw the special screws along the outer edges of the panels.

Now fit the wall connector to the inside of the top, final positioning will be explained later.

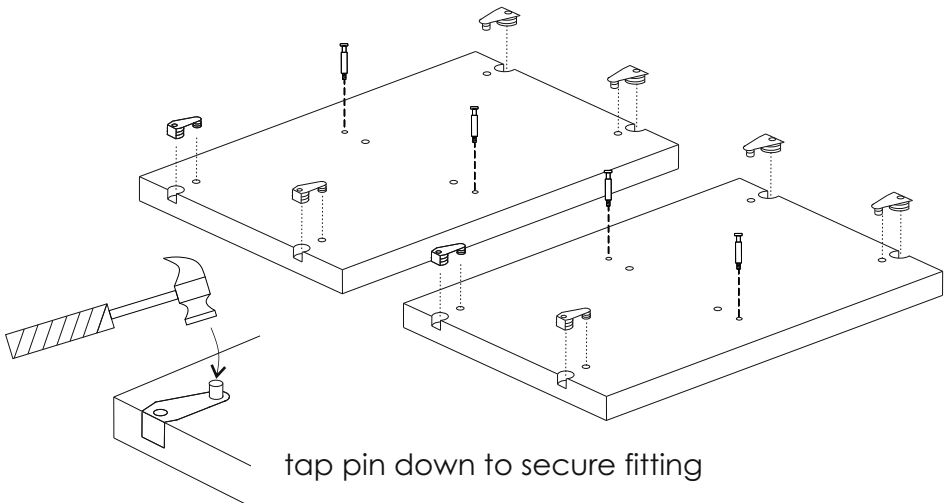


## Fit the sides

8 x press in fittings, 4 x cam pins

Insert the press in fittings as shown, once flush to the carcass side surface, tap the top pin down to secure.

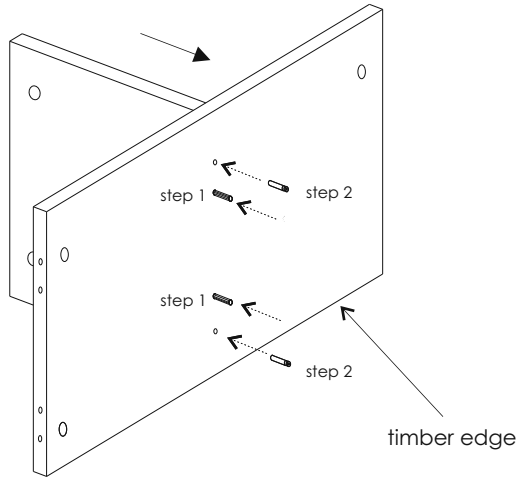
Now fit the cam pins into the small holes positioned centrally in the panels.



## Make the centre “cross” frame

2 x long wooden dowels, 2 x cams and 2 x long cam pins

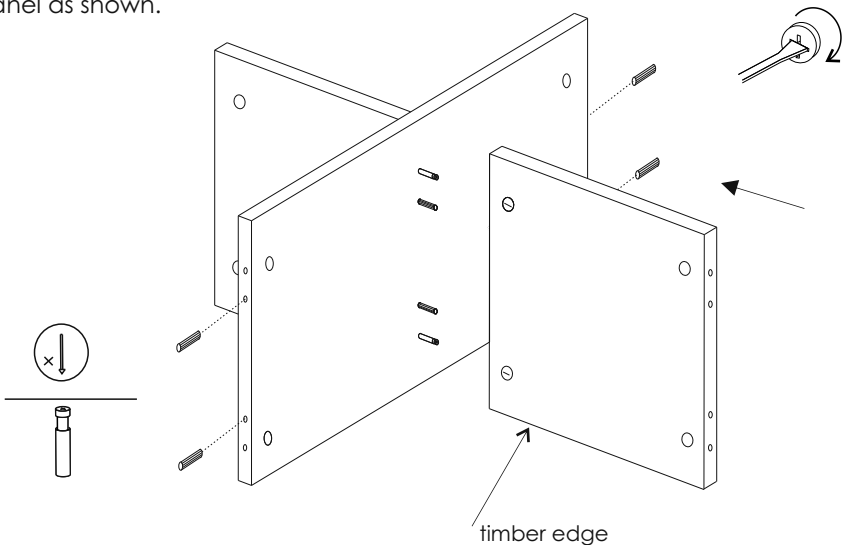
Oriente the parts as shown (raw timber edge facing down). Push the two long dowels through the middle panel so they project evenly on both sides. Now push one shelf onto the dowels. Insert two cams into the located shelf (arrow pointing towards the edge), now insert the two long cam pins through the two remaining holes in the middle panel.



## Make the centre “cross” frame

2 x cams and 4 x wooden dowels

Insert two cams into the remaining shelf piece (arrows pointing towards the meeting edge) and align onto both the long wooden dowels and long cam pins, push the parts together. Rotate the four cams (two in each shelf piece) to secure the cross frame assembly. Now insert the two dowels into each end of the middle panel as shown.



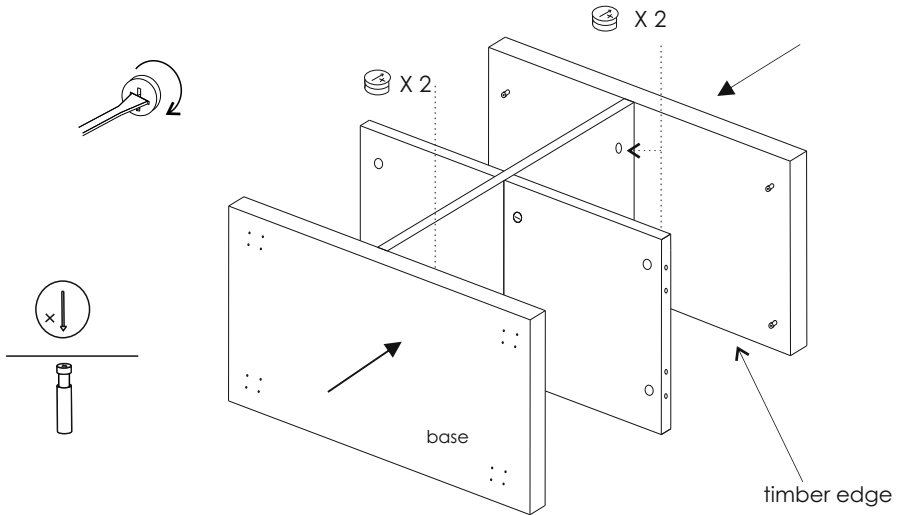
## Connect the top and bottom

4 x Large Cams (two people / keep the parts resting on the floor)

Insert the cams into the middle piece (Arrow pointing towards the edge).

Now carefully push the top and bottom panel onto the middle panel, locating the parts together on the fixings already fitted.

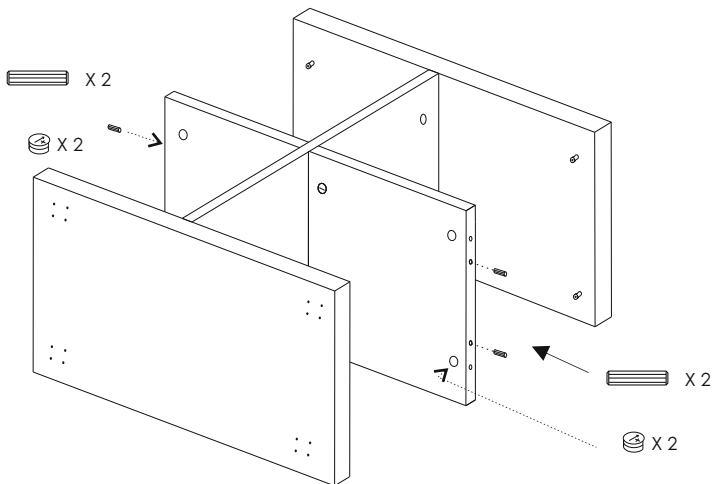
Once the pieces are together rotate the cams to tighten.



## Add fixings to the the shelves

4 x Large Cams, 4 x wooden dowels (keep the parts resting on the floor)

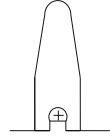
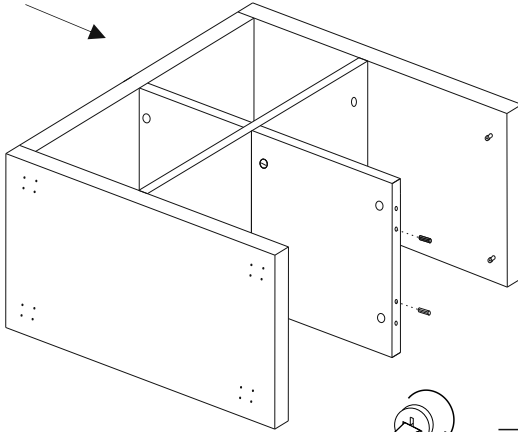
Insert the wooden dowels and cams into the two shelves (Arrow pointing towards the edge).



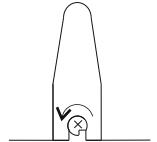
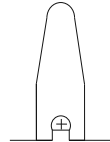
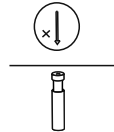
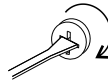
## Fit the sides

Important = The press in fitting must be OPEN as to accept the special pin head when sliding the side onto the carcass.

Working with the carcass still on it's back gently slide one side onto the carcass parts, aligning the central shelf and top and bottom panels on to the pins. Once these parts are aligned and pushed together, simply rotate both the shelf cams as well as the cams within the press in fittings. Once all tight repeat the process with the remaining side.



MUST be open to allow construction



Open

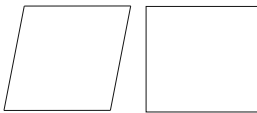
Rotate to lock.

## Fix the back panel

20 x pins and a small hammer.

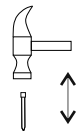
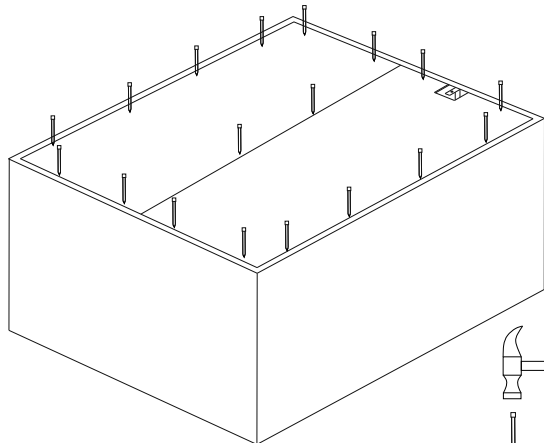
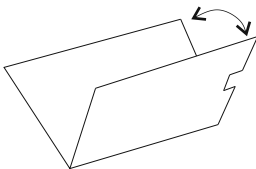
Lay the carcass onto it's front ensuring that it is protected.

Unfold the back panel and lay it within the rebate around the internal perimeter of the carcass, white side inwards. (some slight "squaring" of the carcass might be required) Note that the hole in the back should align with the wall strap previously fitted. Now, VERY CAREFULLY, pin the back to the carcass as shown.



Not square

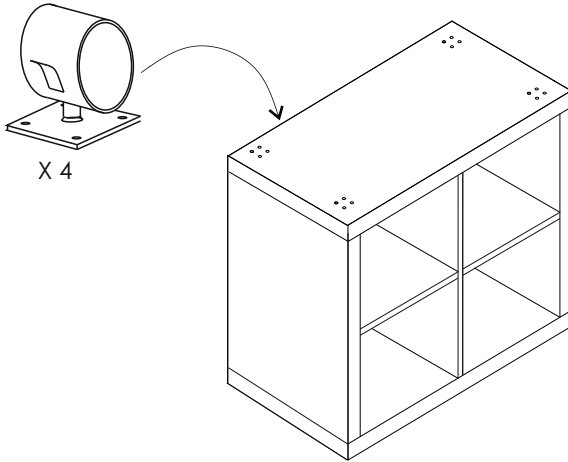
squared



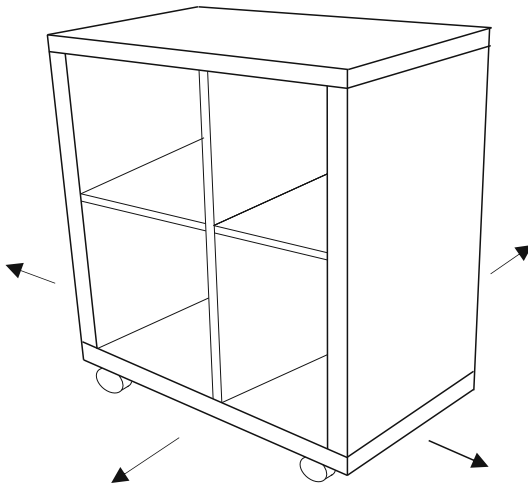
## Castor fixing

4 x Castors parts and 16 pan head screws

Place the carcass on it's top (please ensure that you have a protective layer between the floor and top). Align each castor base to match the set of four holes in each corner of the base panel, screw the castor base down using four screws (per plate).

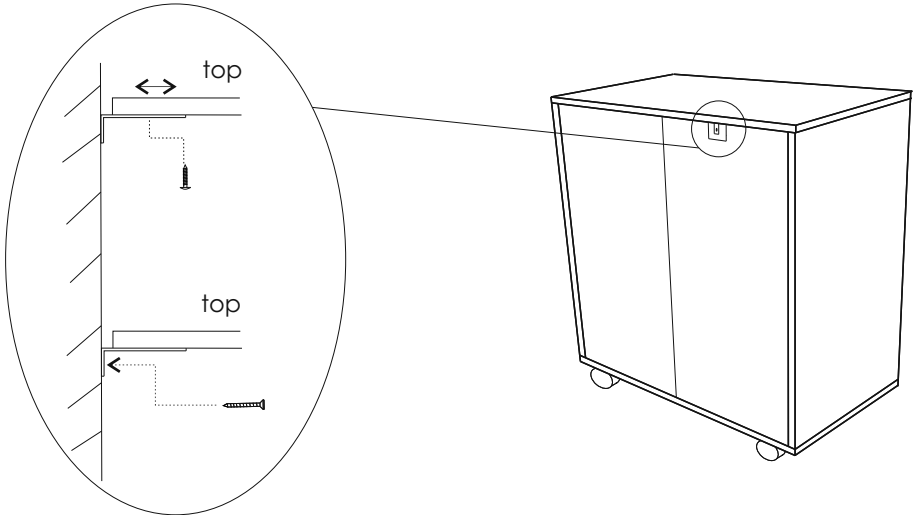


Upright the carcass and check movement.



## Placing the storage bookcase IMPORTANT

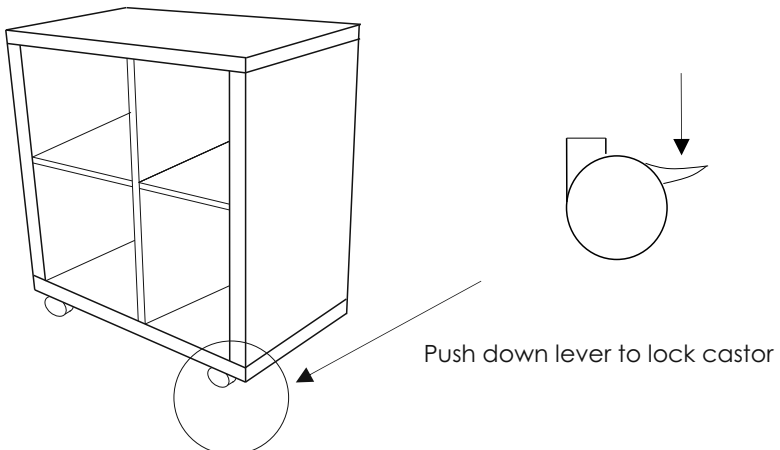
Free standing use - outside the confines of a furniture structure (bed, desk etc)  
Orientate the bookcase with the back facing the wall. Extend the wall bracket to take up the difference between unit and wall surface (bridging over a skirting board), tighten the screw from the inside to secure. Now mark the wall for the position of the wall fixing. Gently wheel the bookcase away from the wall to make a fixing that is suitable for the wall type you have. Re-position the bookcase and physically connect the unit to the wall.



Little Folks Furniture do not supply wall fixings due to the wide ranging differences of wall construction.

This work should only be carried out by a competent person or a professional.

## Lock castors to prevent movement



## Final check

If used away from an furniture structure (e.g bed or desk), please ensure that the wall bracket is connected to both the storage bookcase and a suitable wall structure.

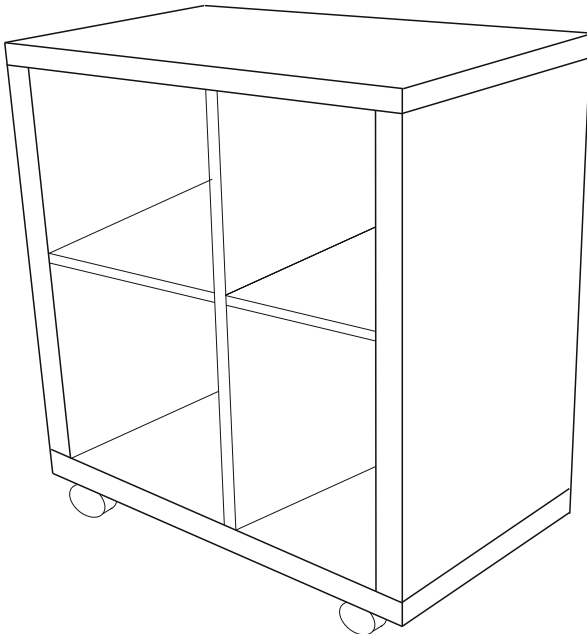
If used under an upper furniture structure please check that the unit is neatly aligned and does not create ledges of foot holds for the upper bed.

Check that the castor wheels are "locked" in place and positioned on a level floor. Place heavier items on the lower shelves.

Do not overload, store heavy items or place unsuitable sized items on the bookcase due to the risk of injury from falling hazards.

Do not attach items such as ropes, strings, cords, harnesses or belts etc to avoid the risk of strangulation.

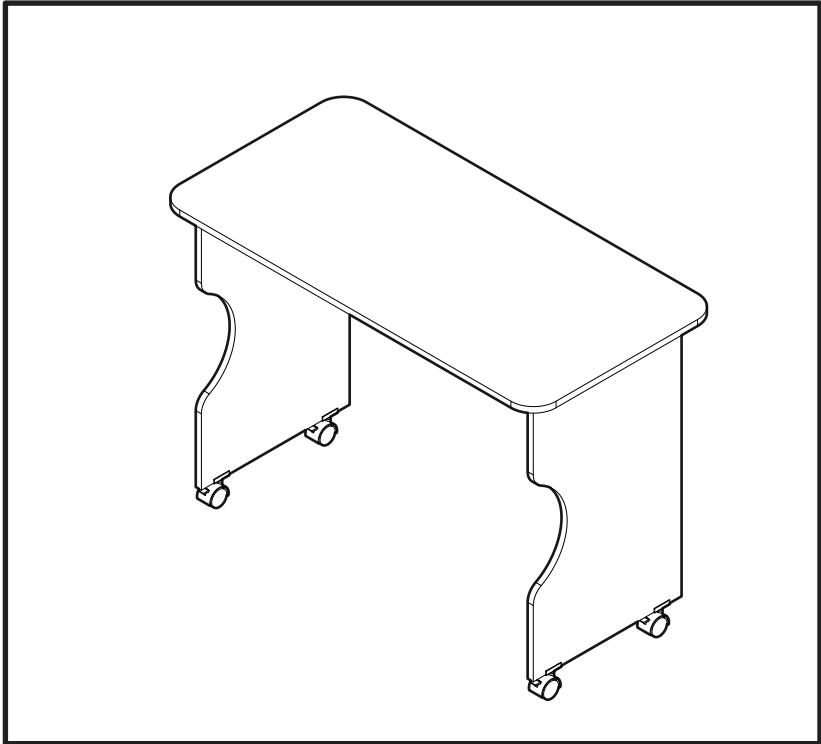
**WARNING:** Children can become trapped between bed furniture and the wall. To avoid the risk of serious injury the distance between furniture and the wall shall not exceed 75mm nor shall be more than 230mm.





# Little Folks

- FURNITURE -



## Roll Out Desk

Code: DSK006

PLEASE READ CAREFULLY & KEEP FOR FUTURE REFERENCE

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Your furniture should require no more than a regular dust off with a soft cloth. If the furniture is not painted then a superior wood polish can be used - but never use polishes containing silicone.

If necessary it can be cleaned with a damp cloth with a mild detergent solution - and then dried with a lint-free cloth. Never clean with abrasives or chemical cleaners.

Direct sunlight or heat from a radiator can stain, discolour, warp or crack furniture.

We know furniture can be heavy but try not to drag furniture across the floor as this can damage it.

## PRODUCT SAFETY

Periodically check all fittings to ensure that none have come loose.

Keep away from direct sources of heat, such as electric, gas or wood fires.

Do not allow children to climb on the furniture. Larger items of furniture should be properly (and professionally) secured to the wall to prevent them toppling over. Little Folks Furniture do not supply wall fixings due to the wide ranging differences of wall construction.

Warning: This work should only be carried out by a competent person or a professional.

Using furniture other than for its intended purpose could cause damage to the structure or serious injury to your child.

The furniture should not be used if any structural part is broken or missing.

Do not place heavy or unsuitable sized items on the furniture due to risk of falling and injury.

Lock castor wheels when positioned and un-lock the castor wheels to move.

Do not roll across un-even flooring due to risk of damage and tipping.

Remove all items from the upper surface when re-positioning as to eliminate the possibility of falling hazards.

If used under an upper bed, align the furniture under the bed as not to generate projections which might be used as a foot-hold or ledge.

If you have any problems please do contact us for help on email [customerservices@littlefolksfurniture.co.uk](mailto:customerservices@littlefolksfurniture.co.uk) or phone our **CUSTOMER SERVICES 01985 300588**

# Components - Panels

Please check you have all the panels listed below

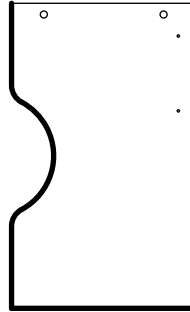
 **Important** - Thick lines  indicate finished edges



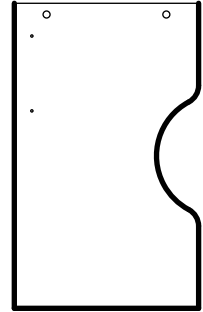
**2143** Top (100.0x49.6cm)



**2146** Back Rail (86.6x30.0cm)



**2144** Lh End Panel  
(65.2 x 39.4cm)









**2145** Rh End Panel  
(65.2 x 39.4cm)

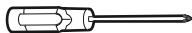
# Components - Fittings

Please check you have all the fittings listed below

Note: The quantities below are the correct amount to complete the assembly, In some cases more fittings may be supplied than are required.

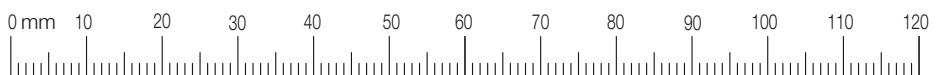
<b>A</b> 	Large cam x 10 Code 760001103	<b>B</b> 	<b>C</b>  12mm screw x 2 Code 690001099
<b>D</b> 	L bracket x 1 Code 760001901	<b>E</b> 	<b>F</b>  Caster x 4 Code 722009121

## Tools required



Large Cross  
Headed  
Screwdriver

Ruler - Use this ruler to help correctly identify the screws



# Assembly Instructions

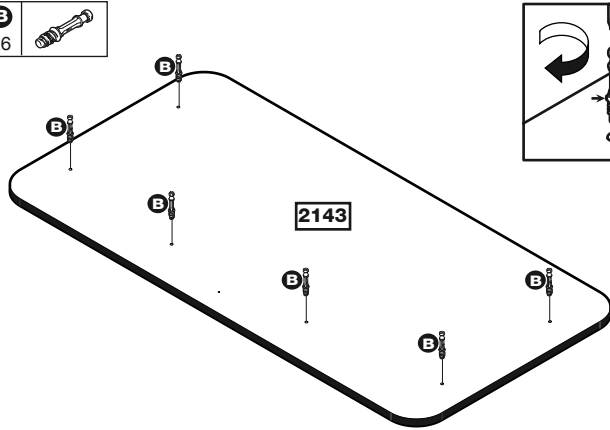
## Step 1

### Fitting dowels to top panel.

Insert 6 metal dowels **B** into the top panel **2143**

Note: Tighten metal dowels up fully against the panel.

Do not over-tighten.



## Step 2

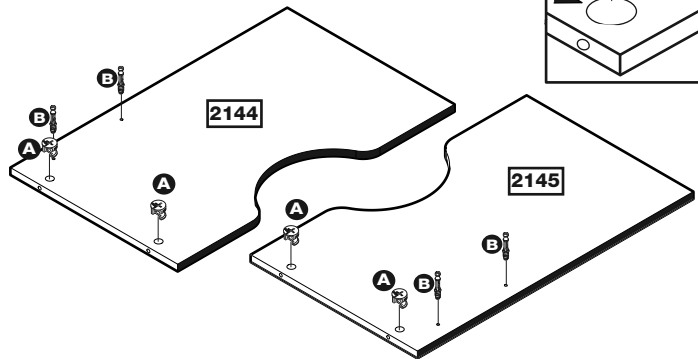
### Fitting cams and dowels to the end panels.

Insert 2 cams **A** into the lh end panel **2144**

Insert 2 metal dowels **B** into the lh end panel **2144**

Insert 2 cams **A** into the rh end panel **2145**

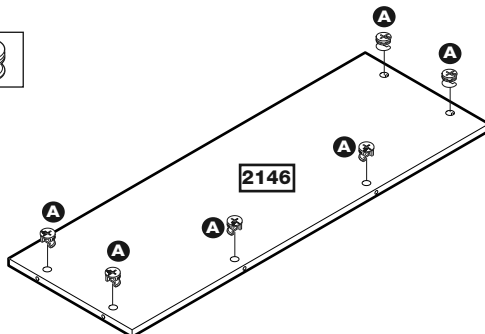
Insert 2 metal dowels **B** into the rh end panel **2145**



## Step 3

### Fitting cams and back rail.

Insert 6 cams **A** into the back rail **2146**



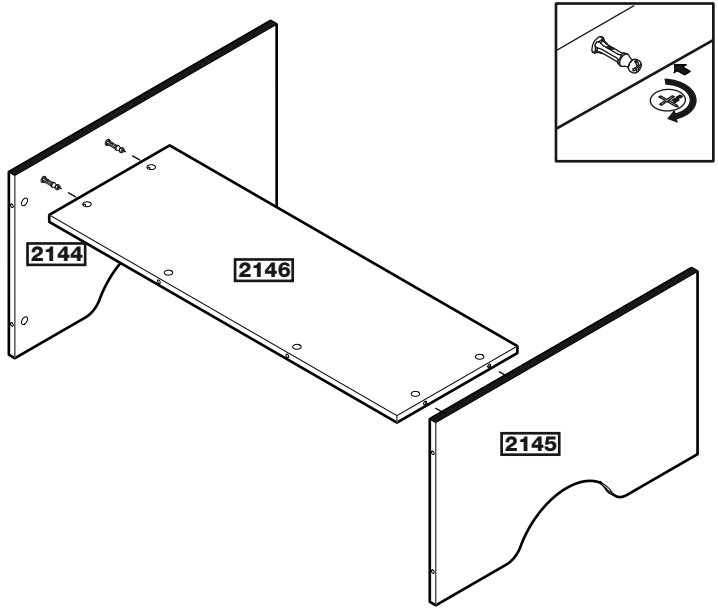
# Assembly Instructions

## Step 4

### Connect the end panels to the back rail.

Connect the cams in the back rail **2146** to the metal dowels in the end panels **2144** and **2145**.

Turn the cam 180 degrees to lock.

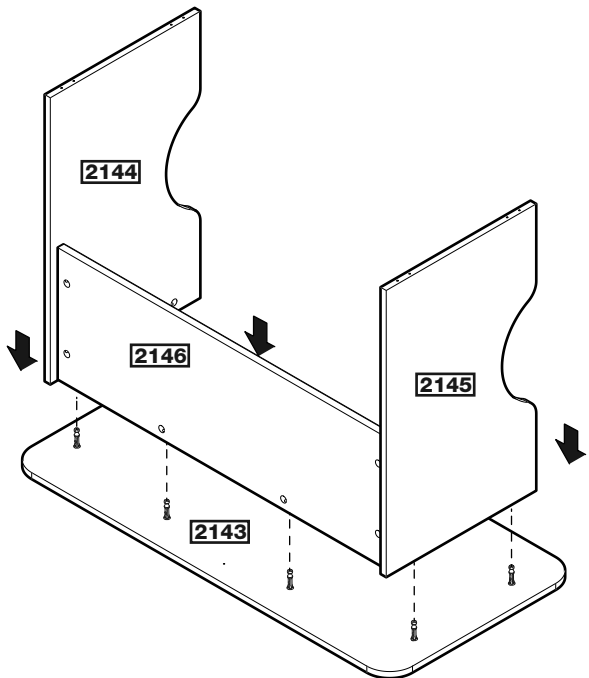


## Step 5

### Connect the ends and divider panels to the top panel.

Connect the cams in the end panels **2144** and **2145** and back rail **2146** to the metal dowels in the top panel **2143**.

Turn the cam 180 degrees to lock.

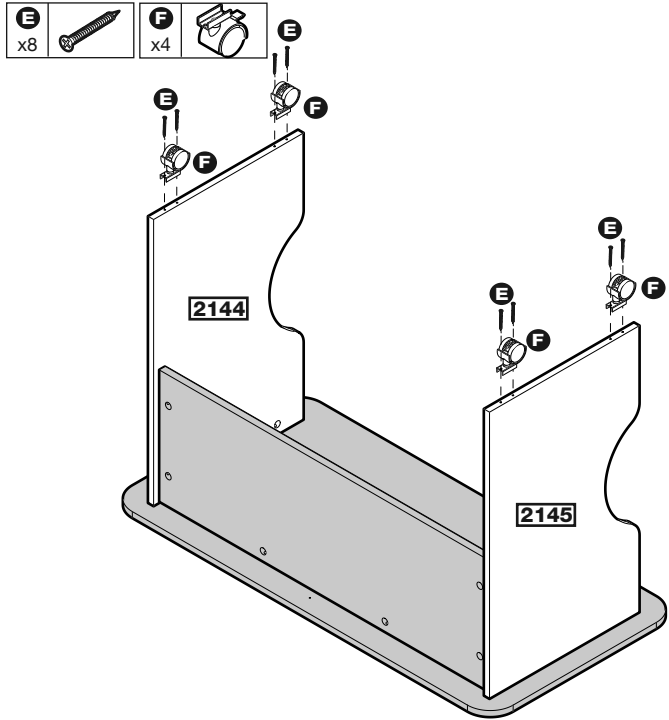


# Assembly Instructions

## Step 6

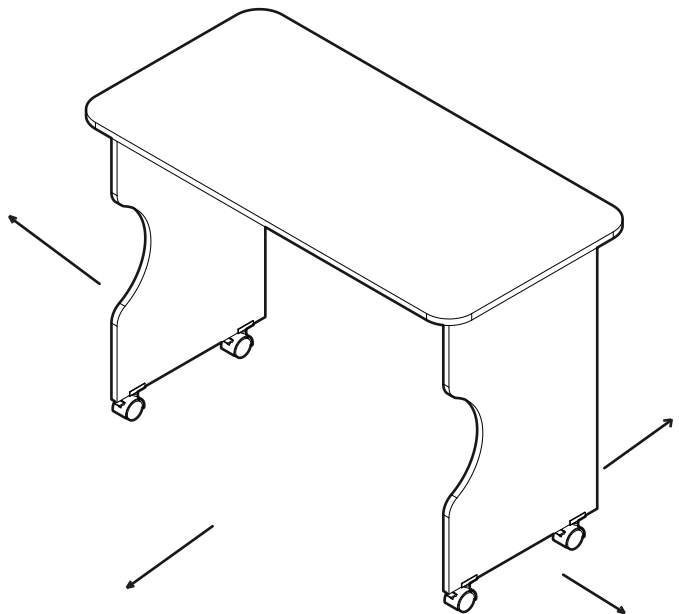
### Fasten the castors to the end panels.

Secure the castors **F** in place by using screws **E** and screwing into the pre-drilled holes in the end panels **2144** and **2145**.



## Step 7

### Stand the unit upright and check movement.

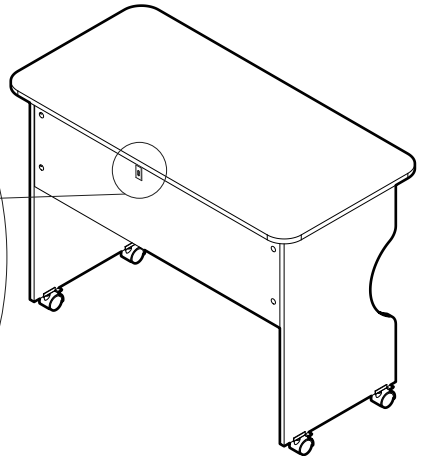
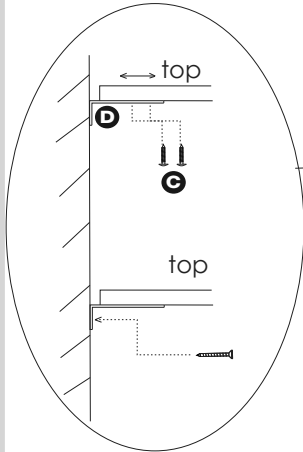


# Assembly Instructions

## Step 8

### Placing the roll out desk - IMPORTANT

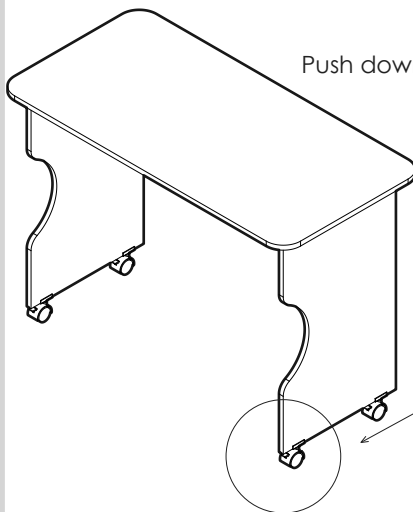
See below guidelines.



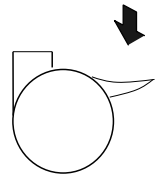
Free standing use - outside the confines of a furniture structure (bed, desk etc) Orientate the desk with the back facing the wall. Position the wall bracket to take up the difference between unit and wall surface (bridging over a skirting board), tighten the unit screw to secure. Now mark the wall for the position of the wall fixing. Gently wheel the desk away from the wall to make a fixing that is suitable for the wall type you have. Re-position the desk and physically connect the unit to the wall.

## Step 9

### Lock castors to prevent movement



Push down lever to lock castor



# Assembly Instructions

## Step 10

### Final check

If used away from an furniture structure (e.g bed or desk), please ensure that the wall bracket is connected to both the desk and a suitable wall structure.

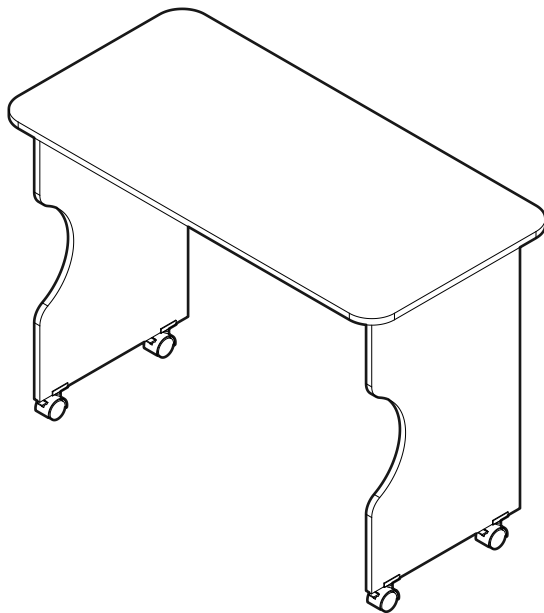
If used under a bed please check that the unit is neatly aligned and does not create ledges of foot holds for the upper bed.

Check that the castor wheels are “locked” in place and positioned on a level floor.

Do not overload, store heavy items or place unsuitable sized items on the desk due to the risk of injury from falling hazards.

Do not attach items such as ropes, strings, cords, harnesses or belts etc to avoid the risk of strangulation.

**WARNING:** Children can become trapped between bed furniture and the wall. To avoid the risk of serious injury the distance between furniture and the wall shall not exceed 75mm nor shall be more than 230mm.



Congratulations! Your unit is complete.